



BAWLEY POINT & Kioloa Community Association Meeting Minutes 22 October 2018

Attendees

Members		Email
Liza Butler	President	presidentbpkca@gmail.com
Moira Heath	Vice President	immh@bigpond.com
Alan Baptist	Public Officer	
Barrie Ellis	Committee member	barriesellis@bigpond.com
Carrie Jansmar-Smith	Committee member	robjansma@bigpond.com
Kerry Callaghan	Committee member	k.callaghan06@hotmail.com
Des Nicholls	Committee member	Des.nicholls@anu.edu.au
Margaret Haman	Community Member	

APOLOGIES:

Roger Lucas	Committee member	rtl@westnet.com.au
Julie Langois	Committee member	Julie.langlois@oneagency.com.au

Topic	Decisions Actions	Who	When
Welcome	<ul style="list-style-type: none"> • Introductions and welcome to new Committee members. • Discussion regarding roles and responsibilities – any committee member or BPKCA member may request items to be added to the Agenda. • Community members may attend Committee meetings at any time. • The Committee is to act on behalf of the community. • Treat each other with respect – copy of CCB Guidelines shared with all committee members via email. • Alan Baptist explained his role as Public Officer and that of CCB's. • The Committee to consider Public Liability insurance in the future – dependant on activities held in the future. 	Committee	Always
Position Of Secretary	<ul style="list-style-type: none"> • Send request out to the Community – Via Facebook page. 	Liza	Before next meeting.
Access to Emails	<ul style="list-style-type: none"> • New email addresses for Secretary and President – unanimous decision to create two new Gmail email addresses – user name and passwords to be given to all members of the Committee. 	Liza	Completed
Correspondence	<ul style="list-style-type: none"> • Alan Baptist shared an email regarding a further Grant for the purchase of a smart TV for the Community Centre. (email shared to committee on 21/10). This was thanks to Shelley Hancock – Alan has sent Shelley a letter of thanks. 	Alan	Completed

	<ul style="list-style-type: none"> Alan has also completed the paperwork in regards to the grant. 			
Website & Communication Strategies	<ul style="list-style-type: none"> Discussion held around website, communicating information including meeting times, minutes etc. Website to be reduced to two pages Minutes to be placed on the Community Notice board – Helen Nelson to manage Notice board. Information regarding meetings to be put on FaceBook Email addresses captured and updated for information to be sent out. 	<p>Liza</p> <p>Minutes on NB – Helen Nelson</p> <p>FB – Liza</p> <p>Email addresses – Roger</p>	ASAP	
Meeting Schedules	<p>The following was agreed to by the Committee:</p> <ul style="list-style-type: none"> Committee meetings to be held on the first Monday of every month at 7:30pm Public meetings – January and then every quarter. So January, March, June, August and November. Next Public Meeting – November 19 @ 7:45pm 	Committee	Immediately	
Attracting Community members to meetings	<p>Ideas proposed by Helen Nelson were discussed and the following were adopted;</p> <ul style="list-style-type: none"> Change the time for Public meetings to encourage young families to attend. November 19 meeting to remain at 7:30pm January meeting to be held on Sunday January 13 at 4pm. Informal BYO drinks after meeting. Letter box drop to be done two weeks before meeting. Quote to be obtained for letterbox drop. 	Committee	Actioned	
Foreshore Improvements – presentation by Kerry Callaghan	<p>Kerry provided a comprehensive document outlining all assets and locations from Willinga car park to Merry Beach. A discussion was held about what improvements could be undertaken and supported by the BPKCA. It was decided that the Committee should take a number of ideas to the public meeting for the public to then choose five immediate projects and one larger project. These are:</p> <ul style="list-style-type: none"> Willinga Beach access path – this needs to be re-done, stepped and maintained. Watts reserve – seating and tables Gannet Beach – two electric BBQ's Gannet Beach viewing platform – needs to be wheelchair friendly Seats at Sandmines and the pathway updated. Mudholes (Shell Beach) – needs a seat at the viewing platform 	Committee	Public Meeting 19 November	

	<ul style="list-style-type: none"> • Table and chairs at Wahroonga Cr – near Boomer Ave • Southern side of Butlers Creek - tables and chairs and an electric BBQ • Larger ongoing project – The Gantry. Seating, historic walk etc. <p>Council will set budgets in November so ideas must be sent after Public Meeting.</p>		
Bank Signatories	<p>The following was agreed to by the Committee:</p> <p>It was resolved to appoint any two of the following members of the executive to execute financial instruments:</p> <ul style="list-style-type: none"> • President – Liza Butler • Treasurer – Roger Lucas • Executive Committee Member Barrie Ellis • Executive Committee Member Moira Heath 	Roger Lucas	Immediately
Graffiti	<p>Margaret Hamon provided an update and photos of recent graffiti in the area. Margaret is the areas group coordinator for Council. The committee agreed to undertake the following:</p> <ul style="list-style-type: none"> • Inform the Community how to report graffiti via phone and email to Council. Via Public Meeting, Facebook and newsletter. 	Committee	Share on FB Public Meeting 19/11
Other Business	<p>A letter was received by the former committee from the Evans family requesting to replace a seat at the Bawley Reserve. It was agreed that:</p> <ul style="list-style-type: none"> • The old seat is to be removed. • Letter to be located and response to be written by Liza 	Carrie – see Tim Beckett to obtain all relevant documents. Liza to draft letter for Committee to approve.	ASAP
Pathway update	<p>Pathway South to be completed by Christmas 2018 once Council extends the culvert and joins the existing paths.</p>	Community /Council	Christmas.

NEXT MEETING – Monday 5 November 2018 – 7:30pm at the Community Centre.